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Official Board Meeting Minutes

Monday, December 19, 2022 – 5:30 p.m. – on site at NDMA and Electronically via Zoom due to pandemic – some board members may participate via interactive technology

(Contact tara.erickson@newdiscoveries.org for full board packet or Zoom link information)

1. Call Meeting to Order (Location of Board Packet)– Roll Call

The meeting was called to order at 5:34p.m.

Voting Members present: Tim Dezelske, Spencer Kangas, Deanna Boettcher , Shari Colvin, and Christine La Plante

Absent: Patrick Selchert, Meytal Stancek, and Patti Hoerner.

Non-voting member present: Kirsten Kinzler, Director.

2. Welcome/Introduction of Guests

3. Spotlight Report – Audit Company Report / Postponed until January due to schedule conflict. (Table)

4. Approval of Agenda (Tim motion/ Deanna second)-*+(Roll call vote carries unanimously)

5. Approval of Consent Agenda (Motion to approve Tim, Spencer Seconded)

a. Minutes of November 21, 2022 Meeting

b. Submitted Committee Reports

i. Financial Committee met on December 12, 2022

(Kinsler discussed that the health plan has been approved and that Ludmilla gets a card so she does not have to keep doing a reimbursement)

(Roll call vote carries unanimously)

6. Financial Reports (Motion to approve Tim, Deanna Seconded)

a. November 2022 financial report

b. Approve November 2022 supplemental information report

(Spot light was pushed to January, We have a loan from Old National Bank, so Kirsten had to meet with them to explain why we had a deficit, and then that will go to the auditor for approval. All staff completed the health renewal, Checking what we can move to ESSER fund. Student population is the same.

(Roll call vote carries unanimously)

7. Reports

a. Executive Director

i. Personnel changes – resignations, dismissals, reassignments, and new employments (No change at this time)

ii. Strategic Plan Update (Will discuss goal 2 in ILT tomorrow December 20, 2022)

iii. Environmental Education Update (Change the recycling goal and will discuss in ILT)

iv. Academic Testing and Achievement Update (CH has finished FAST testing, After new years E1-E3 will start testing.)

v. Enrollment Update (no change)

vi. Activities and Happenings related to the school, staff, students, families, community (21 parents participated with the bring a parent to Specialist.)

b. Board Activities

i. Continue work on Strategic Plan Goals

ii. Board Training - *The Seven Outs* by Brian Carpenter

1. Discuss Part Two, Step Two: Find Out (Discussed part two, Part three “Scope it out” will be

discussed at next board meeting.)

iii. Make sure you finished your Board Assurances from Osprey Wilds (Meytal and Patrick still need to sign)

8. Unfinished Business

a. Second reading of the 535P Unpaid Meal Charges Policy

(The Policy has been reviewed and may be approved of next board meeting)

9. New Business

a. Osprey Wilds Formative Environmental Education Performance Evaluation

(The board has received the evaluation and will review the contents)

b. Approve Food Service Director, Ludmila Palkova, to have credit card access with a \$500 limit

(Tim motioned to approve, Spencer seconded it)

(Roll call vote was called, and was unanimously approved)

10. Upcoming Meetings/Events/Announcements

a. Next board meeting, January 23, 2023 – 5:30 p.m. (Due to Martin Luther King Jr. Day)

b. Finance Committee Meeting, January 17, 2023 – 11:45 a.m.

c. Policy/Governance Committee Meeting, tbd

d. Facilities Committee Meeting, tbd

e. Administrative Review Committee, tbd

11. Adjournment at 5:58PM

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